

BTL Technologies, Inc.

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Federal Supply Class Group: 70 -

SPECIAL ITEM NUMBER 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

FPDS Code D302 IT Systems Development Services FPDS Code D306 IT Systems Analysis Services FPDS Code D307 Automated Information Systems Design and Integration Services FPDS Code D308 **Programming Services** FPDS Code D310 IT Backup and Security Services FPDS Code D311 IT Data Conversion Services FPDS Code D316 IT Network Management Services FPDS Code D399 Other Information Technology Services, Not Elsewhere Classified

Note 1: All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately

Note 2: Offerors and Agencies are advised that the Group 70 – Information Technology Schedule is <u>not</u> to be used as a means to procure services which properly fall under the Brooks Act. These services include, but are not limited to, architectural, engineering, mapping, cartographic production, remote sensing, geographic information systems, and related services. FAR 36.6 distinguishes between mapping services of an A/E nature and mapping services which are not connected nor incidental to the traditionally accepted A/E Services.

Note 3: This solicitation is not intended to solicit for the reselling of IT Professional Services, except for the provision of implementation, maintenance, integration, or training services in direct support of a product. Under such circumstances the services must be performance by the publisher or manufacturer or one of their authorized agents.

CONTRACT NUMBER: GS-35F-0609W

Period Covered by Contract: <u>08/26/2010</u> – <u>08/25/2015</u> Pricelist current through Modification PO-0008, dated 12/31/2014

8(a), Small Disadvantaged, Minority Owned, Service Disabled Veteran Owned Business

Products and ordering information in this Authorized FSS Information Technology Schedule Pricelist are also available on the GSA Advantage! System (http://www.gsaadvantage.gov).

General Services Administration – Federal Supply Service

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SPECIAL NOTICE TO AGENCIES: SMALL BUSINESS PARTICIPATION

SBA strongly supports the participation of small business concerns in the Federal Acquisition Service. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the micropurchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage! on-line shopping service (www.gsaadvantage.gov). The catalogs/pricelists, GSA Advantage! and the Federal Acquisition Service Home Page (www.gsa.gov/fas) contain information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micropurchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

COMPANY INFOMRATION

1. GEOGRAPHIC SCOPE OF CONTRACT:

Domestic delivery is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

Offerors are requested to check one of the following boxes:

[x] The Geographic Scope of Contract will be domestic delivery only.

2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:

Ordering: BTL Technologies, Inc.

1777 NE Loop 410 Suite 704 San Antonio TX 78217-5218

Payment: BTL Technologies, Inc.

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BTL accepts the credit card for payments equal to or less than the micro-purchase for oral or written orders under this contract. The Contractor and the ordering agency may agree to use the credit card for dollar amounts over the micro-purchase threshold (See GSAR 552.232-79 Payment by Credit Card). In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number(s) can be used by ordering activities to obtain technical and/or ordering assistance: 210-884-9609

3. LIABILITY FOR INJURY OR DAMAGE

The Contractor shall not be liable for any injury to ordering activity personnel or damage to ordering activity property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST

- 4. STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279:
 - Block 9: G. Order/Modification Under Federal Schedule Contract
 - Block 16: Data Universal Numbering System (DUNS) Number: 141234745
 - Block 30: Type of Contractor: A. Small Disadvantaged Business
 - Block 31: Woman-Owned Small Business: No
 - Block 37: Contractor's Taxpaver Identification Number (TIN): 621784712
 - 4a. CAGE Code: 3NBZ0
 - 4b. Contractor has registered with the Central Contractor Registration Database.
- 5. FOB

Destination

- 6. DELIVERY SCHEDULE
 - a. Time of Delivery:

SPECIAL ITEM NUMBER DELIVERY TIME (Days ARO)

<u>TBD Per Task Order</u>

- b. URGENT REQUIREMENTS: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.
- 7. DISCOUNTS: Prices shown are NET Prices; Basic Discounts have been deducted.
 - a. Prompt Payment: 1% 10; Net 30 days from receipt of invoice or date of acceptance, whichever is later.
 - b. Quantity: None
 - c. Dollar Volume: None
 - d. Government Educational Institutions: None
 - e. Other: None
- 8. TRADE AGREEMENTS ACT OF 1979, AS AMENDED:

All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.

9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING:

Not Applicable

10. SMALLREQUIREMENTS:

The minimum dollar value of orders to be issued is \$100.00

11. MAXIMUM ORDER (ALL DOLLAR AMOUNTS ARE EXCLUSIVE OF ANY DISCOUNT FOR PROMPT PAYMENT.)

The Maximum Order value for the following Special Item Number (SIN) is \$500,000:

Special Item Number 132-51- Information Technology Professional Services

AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST

12. ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS

Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.

- a. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
- b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

13. FEDERALINFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS:

ordering activities acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering activities, shall be responded to promptly by the Contractor.

13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS):

Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

13.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS):

Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Acquisition Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

14. CONTRACTOR TASKS/SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2003)

- (a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.
- (b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub. L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. Travel in performance of a task order will only be reimbursable to the extent authorized by the ordering agency. The Industrial Funding Fee does NOT apply to travel and per diem charges.

- (c) Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.
- (d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.
- (e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.
- (f) Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.
- (g) Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.
- (h) Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.
- (i) Government-Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.
- (j) Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.
- (k) Overtime: For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

15. CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES:

Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (I) Termination for the ordering activity's convenience, and (m) Termination for Cause (See 52.212-4)

16. GSA ADVANTAGE!

GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

- (1) Manufacturer;
- (2) Manufacturer's Part Number; and
- (3) Product categories.

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: NetScape). The Internet address is http://www.gsaadvantage.gov

17. PURCHASE OF OPEN MARKET ITEMS

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. ODCs (Other Direct Costs) are not part of this contract and should be treated as open market purchases. Ordering Activities procuring open market items must follow FAR 8.402(f).

For administrative convenience, an ordering activity contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS) -- referred to as open market items -- to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual task or delivery order, only if-

- (1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));
- (2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
- (4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

- a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:
 - (1) Time of delivery/installation quotations for individual orders;
 - (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
 - (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.
- b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

19. OVERSEAS ACTIVITIES

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:

Not Applicable - Domestic Delivery Only

Upon request of the Contractor, the ordering activity may provide the Contractor with logistics support, as available, in accordance with all applicable ordering activity regulations. Such ordering activity support will be provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

20. BLANKET PURCHASE AGREEMENTS (BPAs)

The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

21. CONTRACTOR TEAM ARRANGEMENTS

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Industrial Funding Fee and Sales Reporting, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

22. INSTALLATION, DEINSTALLATION, REINSTALLATION

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall received less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act applies.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8 or 132-9.

23. SECTION 508 COMPLIANCE.

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following:

http://www.btltech.com

The EIT standard can be found at: www.Section508.gov/.

24. 24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.

Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order –

(a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and
 (b) The following statement:

This order is placed under written authorization from ______dated_____. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

25. INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5)

- (a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.
- (b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—
 - (1) For such period as the laws of the State in which this contract is to be performed prescribe; or

AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST

- (2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.
- (c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

26. SOFTWARE INTEROPERABILITY.

Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item's interface may be identified as interoperable on the basis of participation in a Government agency-sponsored program or in an independent organization program. Interfaces may be identified by reference to an interface registered in the component registry located at http://www.core.gov.

27. ADVANCEPAYMENTS

A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the service already provided or the article already delivered. Advance or prepayment is not authorized or allowed under this contract. (31 U.S.C. 3324)

TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)

1. SCOPE

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Professional Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES I-FSS-60 PERFORMANCE INCENTIVES (APRIL 2000)

- a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract.
- b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

3. ORDER

- a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.
- b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

4. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed.
 Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)

(a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is

delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

- (1) Cancel the stop-work order; or
- (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.
- (b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-
 - (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
 - (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.
- (c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.
- (d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES

The Inspection of Services–Fixed Price (AUG 1996) (Deviation 1 – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and Labor-Hour (May 2001) (Deviation 1 – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Deviation – Dec 2007) Rights in Data – General, may apply.

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT Professional Services.

9. INDEPENDENT CONTRACTOR

All IT Professional Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

"Contractor" means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

"Contractor and its affiliates" and "Contractor or its affiliates" refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An "Organizational conflict of interest" exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor's or its affiliates' objectivity in performing contract work.

b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT Professional services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (OCT 2008) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (OCT 2008) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition. As prescribed in 16.601(e)(3), insert the following provision:

- (a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.
- (b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—
 - (1) The offeror;
 - (2) Subcontractors; and/or
 - (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

13. RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

14. INCIDENTAL SUPPORT COSTS

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

15. APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

a. Category Descriptions -

Labor Category:	Administrative Assistant
Minimum Experience:	3 Years of Administrative Experience
Job Description:	Conducts a variety of clerical and other administrative tasks. Plans
	and coordinates project meetings as directed. Makes travel
	arrangements for staff. Attends project meetings, recording meeting
	minutes and action items. Assists in the development of project
	reports and briefing, including writing initial drafts for review from
	notes and verbal direction and providing graphical representation of
	project status. Prepares budget, cost, and other spreadsheets. Provides
	word processing support as needed for data conversion, records or
	data management, and non-technical documentation.
Minimum Education:	High School Diploma or equivalent

Labor Category:	Business Analyst
Minimum Experience:	1 Year of related Technical Experience
Job Description:	Provides consulting support by investigating business systems, identifying options for improving business systems, and recommending IT support solutions. Gathers business requirements, and assists in the integration and implementation of IT products and services. Develops project plans and provides project management support when needed.
Minimum Education:	Bachelors Degree in related field

Labor Category:	Configuration Specialist
Minimum Experience:	3 Years of related Technical Experience
Job Description:	Provides consulting support to the customer's management team to ensure that internal process and IT mechanisms are functional and effective. May also assist by performing software component configuration, analysis, software monitoring, and performance optimization.
Minimum Education:	Bachelors Degree in related field

Labor Category:	Consultant I
Minimum Experience:	1 Year of related Technical Experience
Job Description:	Professional providing general IT assistance to help customers achieve a specific solution related to the organization's utilization of information technology products and services. Demonstrates exceptional oral and written communication skills.
Minimum Education:	Bachelors Degree in related field

Labor Category:	Consultant II
Minimum Experience:	3 Years of related Technical Experience
Job Description:	Professional providing general IT assistance to help customers achieve a specific solution related to the organization's utilization of information technology products and services. Demonstrates exceptional oral and written communication skills.
Minimum Education:	Bachelors Degree in related field

Labor Category:	Consultant III
Minimum Experience:	5 Years of related Technical Experience
Job Description:	Professional providing general IT assistance to help customers achieve a specific solution related to the organization's utilization of information technology products and services. Demonstrates exceptional oral and written communication skills.
Minimum Education:	Bachelors Degree in related field

Labor Category:	Database Administrator
Minimum Experience:	3 Years of related Technical Experience
Job Description:	Helps the customer manage, store, organize, retrieve, and access information. Responsible for improving the effectiveness of the database tools and services, backing up and protecting information, monitoring database performance, building new databases, monitoring data entry procedures, and performing troubleshooting.
Minimum Education:	Bachelors Degree in related field

Labor Category:	Database Engineer
Minimum Experience:	3 Years of related Technical Experience
Job Description:	Ensures efficient operation of a multi-computer site that supports database administration, analysis, and report production; data dictionary administration; and system development. Performs database administration, backups and recoveries, and works with users to resolve database questions or problems. Coordinates systems resource availability with database analysts, system and application programmers, and other users.
Minimum Education:	Bachelors Degree in related field

Labor Category:	Information Assurance Expert I
Minimum Experience:	3 Years of related Technical Experience
Job Description:	Provides consulting support related to computer systems to protect data from unauthorized users. Identifies, reports, and resolves security violations. Knowledgeable with standard concepts, practices, and procedures with systems security. Performs a variety of data security tasks and has knowledge and experience in developing information technology security products and services.
Minimum Education:	Bachelors Degree in Computer Science

Labor Category:	Information Assurance Expert II
Minimum Experience:	5 Years of related Technical Experience
Job Description:	Provides consulting support related to computer systems to protect data from unauthorized users. Identifies, reports, and resolves security violations. Knowledgeable with standard concepts, practices, and procedures with systems security. Performs a variety of data security tasks and has knowledge and experience in developing information technology security products and services.
Minimum Education:	Bachelors Degree in Computer Science

Labor Category:	Network Administrator I
Minimum Experience:	3 Years of related Technical Experience
Job Description:	Performs a variety of network management functions related to the operation, performance or availability of data communications networks. Experience with cable/LAN meters, protocol analyzers and SNMP. Knowledge of Ethernet, FDDI and high speed WANs and routers. Analyze client LANs/WANs, isolate source of problems, recommend reconfiguration and implementation of new network hardware to increase performance. Working knowledge of network operating systems. Modifies command language programs, network start up files, assigns/re-assigns network device logicals, participates in load balancing efforts throughout the network to achieve optimum device utilization and performance. Establishes new user accounts on the network granting access to required network files and programs. Manages network E-mail functions. Establishes mail boxes and monitors mail performance on the network. Troubleshoots network/user problems, presents resolutions for implementation. Prepares a variety of network resource reports.
Minimum Education:	Bachelors Degree in Computer Science

Labor Category:	Network Administrator II
Minimum Experience:	5 Years of related Technical Experience
Job Description:	Performs a variety of network management functions related to the
	operation, performance or availability of data communications
	networks. Experience with cable/LAN meters, protocol analyzers and
	SNMP. Knowledge of Ethernet, FDDI and high speed WANs and
	routers. Analyze client LANs/WANs, isolate source of problems,
	recommend reconfiguration and implementation of new network
	hardware to increase performance. Working knowledge of network
	operating systems. Modifies command language programs, network
	start up files, assigns/re-assigns network device logicals, participates
	in load balancing efforts throughout the network to achieve optimum
	device utilization and performance. Establishes new user accounts on
	the network granting access to required network files and programs.
	Manages network E-mail functions. Establishes mail boxes and
	monitors mail performance on the network. Troubleshoots
	network/user problems, presents resolutions for implementation.
	Prepares a variety of network resource reports.
Minimum Education:	Bachelors Degree in Computer Science

Labor Category:	Network Engineer I
Minimum Experience:	3 Years of related Technical Experience
Job Description:	Manages an engineering group responsible for telecommunications, networks, and other IT disciplines. Applies extremely complex networking concepts in the analysis, study, and design of data networks. Analyzes network characteristics (e.g., traffic, connect time, transmission speeds, packet sizes, and throughput) and recommends procurement, removals, and modifications to network components. Designs and optimizes network topologies and site configurations. Plans and supervises installations, transitions, and cutovers of network components and capabilities. Reviews existing network designs and capabilities with the goal of making refinements, reducing operating overhead, enhancing network throughput, and improving current network topologies.
Minimum Education:	Bachelors Degree in Computer Science

Labor Category:	Network Engineer II
Minimum Experience:	5 Years of related Technical Experience
Job Description:	Manages an engineering group responsible for telecommunications, networks, and other IT disciplines. Applies extremely complex networking concepts in the analysis, study, and design of data networks. Analyzes network characteristics (e.g., traffic, connect time, transmission speeds, packet sizes, and throughput) and recommends procurement, removals, and modifications to network components. Designs and optimizes network topologies and site configurations. Plans and supervises installations, transitions, and cutovers of network components and capabilities. Reviews existing network designs and capabilities with the goal of making refinements, reducing operating overhead, enhancing network throughput, and improving current network topologies.
Minimum Education:	Bachelors Degree in Computer Science

Labor Category:	Program Manager
Minimum Experience:	7 Years of related Technical Experience
Job Description:	Capable of leading projects that involve the successful management of teams composed of data processing and other information management professionals who have been involved in analysis, design, integration, testing, documenting, converting, extending, and implementing automated information and/or telecommunications systems. Performs day-to-day management of overall contract support operations, possibly involving multiple projects and groups of personnel at multiple locations. Organizes, directs, and coordinates the planning and production of all contract support activities. Demonstrates written and oral communication skills
Minimum Education:	Bachelors Degree in related field

Labor Category:	Project Manager
Minimum Experience:	3 Years of related Technical Experience
Job Description:	Performs day-to-day management of assigned delivery order projects that involve teams of data processing and other information system and management professionals who have previously been involved in analyzing, designing, integrating, testing, documenting, converting, extending, and implementing automated information and telecommunications systems. Demonstrates proven skills in those technical areas addressed by the delivery order to be managed. Organizes, directs, and coordinates the planning and production of all activities associated with assigned delivery order projects. Demonstrates writing and oral communication skills.
Minimum Education:	Bachelors Degree in related field

Labor Category:	Project Manager – Senior
Minimum Experience:	5 Years of related Technical Experience
Job Description:	Performs day-to-day management of assigned delivery order projects that involve teams of data processing and other information system and management professionals who have previously been involved in analyzing, designing, integrating, testing, documenting, converting, extending, and implementing automated information and telecommunications systems. Demonstrates proven skills in those technical areas addressed by the delivery order to be managed. Organizes, directs, and coordinates the planning and production of all activities associated with assigned delivery order projects. Demonstrates writing and oral communication skills.
Minimum Education:	Bachelors Degree in related field

Labor Category:	Systems Analyst
Minimum Experience:	3 Year of related Technical Experience
Job Description:	Applies knowledge of computer science principles, automated data processing functions, and software languages to develop solutions to user requirements. Provides direction on complex application problems involving all phases of system analysis to provide resolution. Assists users, functional and technical activity personnel in the application, definition, and design. Oversees and performs the gathering, analysis, and synthesis of information for system definition. Supports the development of test plans, test descriptions, and test procedures and reviews results to ensure compliance with specifications. Develops and maintains user support documentation. Analyzes software maintenance requirements including trouble report and change proposal analysis. Proposes economical and efficient solutions as part of developing solutions to user requirements.
Minimum Education:	Bachelors Degree in related field

Labor Category:	Software Engineer I
Minimum Experience:	1 Year of related Technical Experience
Job Description:	Designs, modifies, develops, writes and implements software programming applications. Supports and/or installs software applications/operating systems. Participates in the requirements analysis, systems / functional specification, and architectural design. Participates in the testing process through test review and analysis, test witnessing and certification of software.
Minimum Education:	Bachelors Degree in Computer Science

Labor Category:	Software Engineer II
Minimum Experience:	3 Years of related Technical Experience
Job Description:	Designs, modifies, develops, writes and implements software
	programming applications. Supports and/or installs software
	applications/operating systems. Participates in the requirements
	analysis, systems / functional specification, and architectural design.
	Participates in the testing process through test review and analysis,
	test witnessing and certification of software.
Minimum Education:	Bachelors Degree in Computer Science

Labor Category:	Software Engineer III
Minimum Experience:	5 Years of related Technical Experience
Job Description:	Designs, modifies, develops, writes and implements software programming applications. Supports and/or installs software applications/operating systems. Participates in the requirements analysis, systems / functional specification, and architectural design. Participates in the testing process through test review and analysis, test witnessing and certification of software.
Minimum Education:	Bachelors Degree in Computer Science

Labor Category:	Systems Administrator I
Minimum Experience:	3 Years of related Technical Experience
Job Description:	Responsible for the installing, managing, maintaining and troubleshooting hardware and software on systems, to maintain the on-going operational performance of programs (software) and the hardware on which the programs run within the Mainframe, Mid-Range, or PC environments. Implements and supports local area network (LAN) and Wide area network (WAN) hardware and software. Analyzes customer workflow and procedures to recommend operational support tools and technologies to satisfy customer needs. Acts as a liaison between the customer, suppliers, and other technical groups to resolve network and hardware problems. Analyzes performance problems and recommends solutions to enhance functionality, reliability and/or usability. Implements operational support standards and procedures relating to change management, performance management, and security. Recommends changes and improvements to existing standards. Provides support for the overall IT system administration activities such as user access, backup and recovery procedures, patches and upgrades, tuning, and performance.
Minimum Education:	Bachelors Degree in Computer Science

Labor Category:	Systems Administrator II
Minimum Experience:	5 Years of related Technical Experience
Job Description:	Responsible for the installing, managing, maintaining and troubleshooting hardware and software on systems, to maintain the on-going operational performance of programs (software) and the hardware on which the programs run within the Mainframe, Mid-Range, or PC environments. Implements and supports local area network (LAN) and Wide area network (WAN) hardware and software. Analyzes customer workflow and procedures to recommend operational support tools and technologies to satisfy customer needs. Acts as a liaison between the customer, suppliers, and other technical groups to resolve network and hardware problems. Analyzes performance problems and recommends solutions to enhance functionality, reliability and/or usability. Implements operational support standards and procedures relating to change management, performance management, and security. Recommends changes and improvements to existing standards. Provides support for the overall IT system administration activities such as user access, backup and recovery procedures, patches and upgrades, tuning, and performance.
Minimum Education:	Bachelors Degree in Computer Science

Labor Category:	Systems Engineer I
Minimum Experience:	3 Years of related Technical Experience
Job Description:	Leads the analysis, planning and designs associated with the flow of information by and between components of a system to achieve client business/mission objectives.
Minimum Education:	Bachelors Degree in Computer Science

Labor Category:	Systems Engineer II
Minimum Experience:	5 Years of related Technical Experience
Job Description:	Leads the analysis, planning and designs associated with the flow of information by and between components of a system to achieve client business/mission objectives.
Minimum Education:	Bachelors Degree in Computer Science

Labor Category:	Subject Matter Expert I
Minimum Experience:	3 Years of related Technical Experience
Job Description:	Provides expert consultative support to a functional technical area of the project. Develops solutions to complex problems. Works closely with the information technologists to identify the best technological solution to technical issues.
Minimum Education:	Bachelors Degree in related field

Labor Category:	Subject Matter Expert II
Minimum Experience:	5 Years of related Technical Experience
Job Description:	Provides expert consultative support to a functional technical area of the project. Develops solutions to complex problems. Works closely with the information technologists to identify the best technological solution to technical issues.
Minimum Education:	Bachelors Degree in related field

Labor Category:	Subject Matter Expert III
Minimum Experience:	7 Years of related Technical Experience
Job Description:	Provides expert consultative support to a functional technical area of the project. Develops solutions to complex problems. Works closely with the information technologists to identify the best technological solution to technical issues.
Minimum Education:	Bachelors Degree in related field

Labor Category:	Technical Writer I
Minimum Experience:	3 Years of related Technical Experience
Job Description:	Responsible for documentation design, development, and preparation
	throughout the production cycle that can include: technical
	writing/editing, editorial consultation, copy design/editing,
	proofreading, or overall documentation review. Works with
	management, technical personnel, authors, and subject matter experts
	to define documentation content, guidelines, specifications, and
	development schedules. Prepares required documentation in an
	appropriate format. Adheres to required configuration management
	or quality assurance standards. Analyzes the data and user
	requirements to ensure that documentation is clear, concise, and
	valid. Ensures that documents follow the appropriate style guide.
Minimum Education:	Bachelors Degree in related field

Labor Category:	Lead IT Support Technician
Minimum Experience:	7 Years of related Technical Experience
Job Description:	This person ensures all IT equipment and software programs in support of client services are available and operational. Serves as point of contact between the customer for all technology issues. Assists in training customers how to use and manage the distance-learning reinforcement training programs.
Minimum Education:	Bachelors Degree in related field

Labor Category:	Computer Repair Technician
Minimum Experience:	2 Years of related Technical Experience
Job Description:	Maintains, analyzes, trouble shoots, and repairs computer systems, hardware and computer peripherals. Documents, maintains, upgrades or replaces hardware and software systems. Supports and maintains user account information including rights, security and systems
Minimum Education:	groups. Associates Degree in related field

Labor Category:	Senior Business Requirements Analyst
Minimum Experience:	6 Years of related Technical Experience
Job Description:	The Senior Business Requirements Analyst's role is to elicit,
	analyze, specify, and validate efficient business, financial, and
	operation systems in support of core organizational functions and
	business processes. This includes interviewing stakeholders,
	gathering, analyzing and compiling user requirements data in support
	of business cases, proposed projects, and systems requirements. The
	Senior Business Requirements Analyst is also responsible for
	generating and compiling reports based on the findings, complete
	with probable causes and possible solutions to systems issues. The
	Senior Business Requirements Analyst will also apply proven
	communication, analytical, and problem-solving skills to help
	support the development process, and to ensure that project
	deliverables are met according to specifications.
Minimum Education:	Bachelors Degree in related field

Labor Category:	Senior Systems/Software Engineer
Minimum Experience:	8 Years of related Technical Experience
Job Description:	Provides expert consultative support to a functional technical area of the project. Develops solutions to complex problems. Works closely with the information technologists to identify the best technological solution to technical issues.
Minimum Education:	Bachelors Degree in related field

Labor Category:	Storage Area Network Engineer
Minimum Experience:	2 Years of related Technical Experience
Job Description:	This person works to design, implement and maintain storage that is tailored to meet virtualization needs, is appropriately sized and tuned to support virtual infrastructures including desktop and application virtualization. Works to plan and implement monitoring services and patching services for the virtual storage solutions. Logs incidents and follows through for resolution.
Minimum Education:	Bachelors Degree in related field

Labor Category:	Virtualization System Administrator
Minimum Experience:	2 Years of related Technical Experience
Job Description:	This person works with sites and staff to troubleshoot virtualization incidents and problems. Coordinates virtualization team efforts for efficient and timely issue resolutions. Works with sites and staff to plan and implement monitoring services and patching services for the virtual solutions. Logs incidents with vendors and follows through in Remedy for resolution. Designs, tests, and documents virtualization solutions. Performs initial work and solutions testing in the lab environment and fully documents the processes and procedures to create a repeatable model in the lab and production environments. Submits requests to establish new databases for virtual infrastructure. Creates the virtualization model and server profiles.
Minimum Education:	Bachelors Degree in related field

Labor Category:	Database Administrator
Minimum Experience:	7 Years of related Technical Experience
Job Description:	This person identifies process problems, devises solutions. Manages database programs. Coordinates on matters of Network Access to Facilities, Security matters, and policy. Manages all software upgrades. Performs sustainment duties. Administer databases including monitoring and maintaining backups, recovery and table space/data file sizing.
Minimum Education:	Bachelors Degree in related field

Labor Category:	Webmaster
Minimum Experience:	2 Years of related Technical Experience
Job Description:	This person maintains and reviews existing Web pages for accuracy and currency. Designs and implements new Web pages. Develops and implements procedures for the ongoing revision of the Web Site. Updates information in correct tagged formats. Identifies and promotes site to others on the Web (search engines and other libraries). Monitors Portal Sites. Updates and maintains Web site information. Creates Web documents to publicize on website.
Minimum Education:	Bachelors Degree in related field

Labor Category:	Application Support Specialist
Minimum Experience:	2 Years of related Technical Experience
Job Description:	The Application Support Specialist will supports the management, administration, maintenance, and/or general upkeep of all applications. These applications will/may contain various database interfaces using database management applications. Provides System Administration (SA), Database Administration (DBA), Security Auditing, Antivirus Protection, and Time Compliance Network Order (TCNO), and Information Assurance Vulnerability Alert (IAVA) protection on all support databases.
Minimum Education:	Bachelors Degree in related field

GENERAL SERVICES ADMINISTRATION AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST

b. Pricing for all IT Professional Services –

LABOR CATEGORY	GSA PRICE W/IFF
Administrative Assistant	\$54.86
Business Analyst	\$94.76
Configuration Specialist	\$129.67
Consultant I	\$124.68
Consultant II	\$149.61
Consultant III	\$174.55
Database Administrator	\$114.70
Database Engineer	\$134.65
Information Security Expert I	\$124.68
Information Security Expert II	\$149.61
Network Administrator I	\$94.76
Network Administrator II	\$114.70
Network Engineer I	\$124.68
Network Engineer II	\$149.61
Program Manager	\$154.60
Project Manager	\$114.70
Project Manager - Senior	\$144.63
Systems Analyst	\$84.78
Software Engineer I	\$114.70
Software Engineer II	\$124.68
Software Engineer III	\$134.65
Systems Administrator I	\$94.76
Systems Administrator II	\$114.70
Systems Engineer I	\$104.73
Systems Engineer II	\$124.68
Subject Matter Expert I	\$124.68
Subject Matter Expert II	\$149.61
Subject Matter Expert III	\$244.37
Technical Writer I	\$89.77
Lead IT Support Technician	\$73.65
Computer Repair Technician	\$65.05
Senior Business Requirements Analyst	\$93.20
Senior Systems/Software Engineer	\$116.24
Storage Area Network Engineer	\$93.67
Virtualization System Administrator	\$86.35
Database Administrator	\$103.94
Webmaster	\$93.21
Application Support Specialist	\$103.94

USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS

PREAMBLE

(Name of Company) provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

COMMITMENT

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact (Terry Davis; Senior Vice President; 334-270-0592; tdavis@btltech.com).

AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST

BEST VALUE BLANKET PURCHASE AGREEMENT FEDERAL SUPPLY SCHEDULE

In the spirit of the Federal Acquisition Streamlining Act (ordering activity) and (Contractor) enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s)________.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the ordering activity that works better and costs less.

Signatures

Ordering Activity

Date

Contractor

Date

GENERAL SERVICES ADMINISTRATION AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST

				BPA NUMBER	
			USTOMER PURCHAS	NAME) E AGREEMENT	
	tor agre), Blanket Purchase Agreeme Agreement (BPA) EXCLUSIVELY WITH	
(1) to the te	The fo	llowing contract items can be orde conditions of the contract, except	red under thi	s BPA. All orders placed against this BPA arow:	re subject
		EL NUMBER/PART NUMBER		*SPECIAL BPA DISCOUNT/PRICE	
(2)	Delive	ry:			
` /		INATION		DELIVERY SCHEDULES / DATES	
			-		
			-		
(3) will be_		dering activity estimates, but does	not guarantee	e, that the volume of purchases through this a	ıgreement
(4)	This B	PA does not obligate any funds.			
(5)	This B	PA expires on	or at the en	nd of the contract period, whichever is earlie	r.
(6)	The fo	llowing office(s) is hereby authorize	zed to place o	orders under this BPA:	
	OFFIC	Œ		POINT OF CONTACT	
			-		
			-		
(7)	Orders	will be placed against this BPA v	ia Electronic	Data Interchange (EDI), FAX, or paper.	
(8) slips tha		otherwise agreed to, all deliveries ontain the following information a		PA must be accompanied by delivery tickets:	or sales
	(a)	Name of Contractor;			
	(b)	Contract Number;			
	(c)	BPA Number;			
	(d)	Model Number or National Stoo	ck Number (N	NSN);	
	(e)	Purchase Order Number;			

AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST

- (f) Date of Purchase;
- (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
- (h) Date of Shipment.
- (9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.
- (10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

BASIC GUIDELINES FOR USING "CONTRACTOR TEAM ARRANGEMENTS"

Federal Supply Schedule Contractors may use "Contractor Team Arrangements" (see FAR 9.6) to provide solutions when responding to a ordering activity requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions or the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

The customer identifies their requirements.
Federal Supply Schedule Contractors may individually meet the customers needs, or -
Federal Supply Schedule Contractors may individually submit a Schedules "Team Solution" to meet the customer's requirement.
Customers make a best value selection.